

Date: June 3, 2020  
To: All City of Fremont Employees  
From: Allen DeMers, Human Resources Director  
Subject: RE: City of Fremont Work Status Update

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Hi Everyone,

As an addendum to Mark's email, the leave rules that we previously outlined will also apply for Thursday and Friday of this week. City staff will fall in to one of the following categories:

- **Safety and Related Support Staff:** Police, Fire and the staff-members that support safety employees will generally need to report to work as usual. Other staff members may need to report in person for full or partial days to support the safety and well-being of the City. If in doubt, contact your immediate supervisor for more information about your status. As a reminder, we are all disaster service workers and you can and must report to work if deemed necessary to respond to an emergency.
- **Staff That Can Work From Home:** Staff that have developed the ability to telework during the COVID-19 emergency will generally be expected to do so. If you have been working from an alternate location full time, part-time or occasionally, generally expect to work from home tomorrow. Contact your department's management team if you are not sure about your status.
- **Staff that Cannot Telework:** Paid Administrative Leave will be extended to employees who are normally scheduled, able and ready to work but who are not called to because of this action and who also cannot telework. As a reminder, in order to qualify for paid administrative leave, you must satisfy the following criteria:
  - Stay local
  - Stay accessible by phone
  - Be ready to perform telework or report to work if notified that appropriate or essential work has been identified
  - All City of Fremont personnel are **Disaster Service Workers** and may be required to report to work at any time

Thanks,

Allen DeMers | Human Resources | City of Fremont  
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**From:** Mark Danaj

**Sent:** Wednesday, June 03, 2020 4:54 PM

**Subject:** City of Fremont Work Status Update

To City of Fremont Employees:

This email is to inform you that the City is extending the work from home and paid administrative leave direction you were provided earlier this week out of an abundance of caution. I expect that staff **can resume work on Monday, June 8, 2020 at their regular work location (subject to any telework occurring due to COVID-19)**. The Police Department's intelligence team is monitoring the additional potential demonstrations in and around Fremont and, while we do not expect them to substantially impact non-sworn staff, in reliance on information from PD's command staff, I have determined that a cautious approach is best. PD is being extremely diligent in its review and response to the situation and if conditions change, you will be notified and the City will take additional action if necessary. If you are unsure about your work status or location please review the email attached below and contact your management team for details.

Finally I offer my sincere thanks to the sworn and non-sworn staff members that are assisting in the City's successful response to these demonstrations. I am very proud that yesterday, we were able to facilitate a large demonstration while successfully protecting the safety and wellbeing of the participants and the Fremont community. This is a credit to our Police Department and to everyone that stepped up to support the City's professional and empathetic response.

Best,

Mark